

**AGENDA**  
**COUNCIL COMMITTEE MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK**  
**May 14, 2019**  
**9:00 am**

1. Approval of Agenda
2. Closed Meeting Session
  - Intermunicipal Collaboration Framework Communique – FOIP Section 21
3. Emergency Management Presentation (9:30 am)
  - Brett Wuth will be attending the meeting
4. Attendance – RMA Convention – Fall 2019
  - Administration Guidance Request, dated May 6, 2019
5. Further Direction from Coffee with Council Session
  - Administration Guidance Request, dated May 6, 2019
6. Round Table Discussions
7. Adjournment

**Tara Cryderman**

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**Subject:** FW: Council EM presentation  
**Attachments:** PCREMO\_Partnership\_Relationship.pdf; 2019\_Work\_Plan.pdf; 2019\_Bylaw\_Update\_Process.pdf; 2019\_MEP\_Update\_Major\_Gaps.pdf

**From:** Brett Wuth <PCREMO-DEM@mdpincercreek.ab.ca>  
**Sent:** Wednesday, May 8, 2019 3:47 PM  
**To:** Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>  
**Cc:** Troy MacCulloch <CAO@mdpincercreek.ab.ca>  
**Subject:** Re: Council EM presentation

Tara,

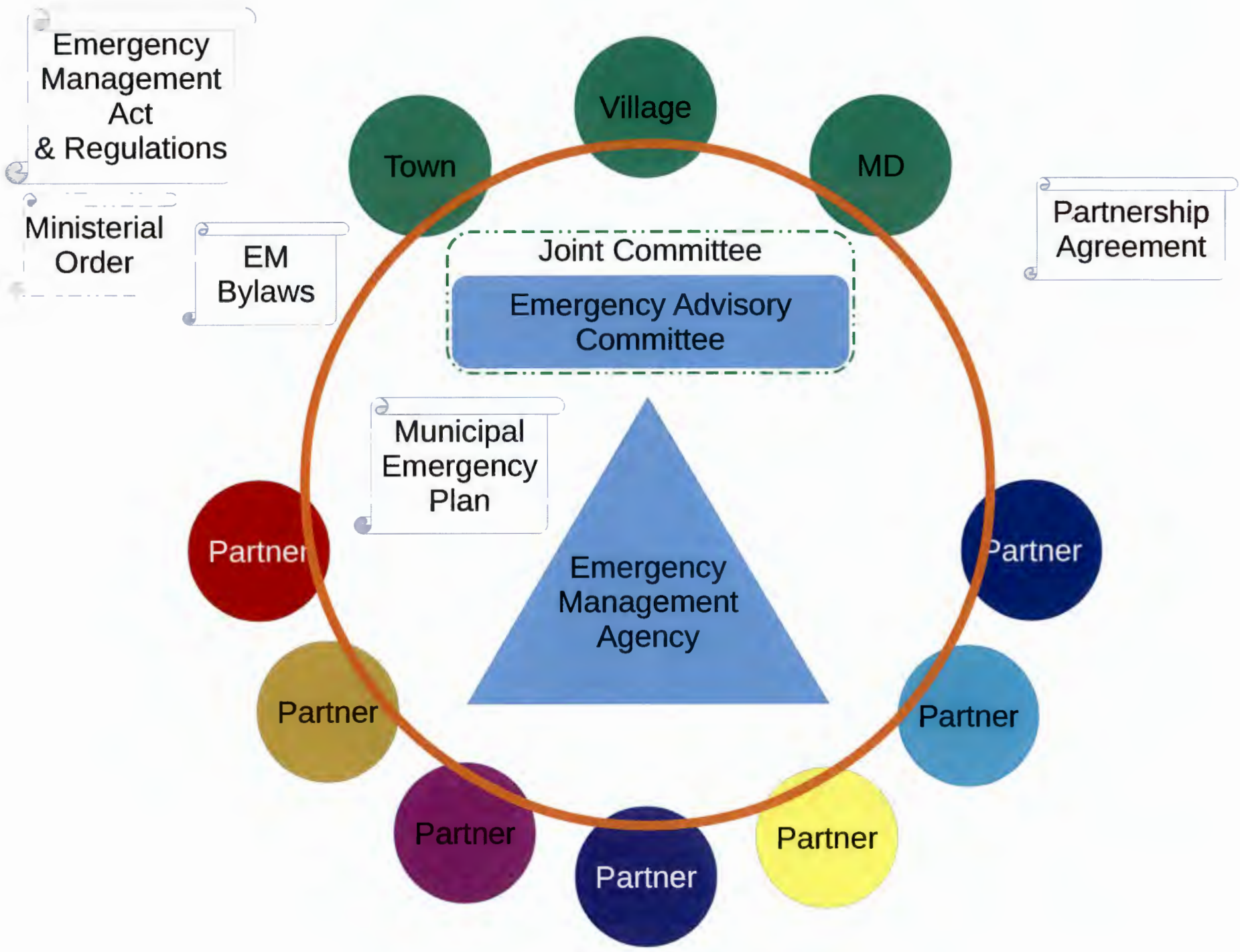
Attached are the presentation material for May 14 council meeting. Let me know if anything else is needed.

Thanks,

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Brett Wuth  
+1-403-627-3130 [pcremo-dem@mdpincercreek.ab.ca](mailto:pcremo-dem@mdpincercreek.ab.ca)  
Director of Emergency Management, PCREMO  
Village of Cowley, MD of Pincher Creek, Town of Pincher Creek

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Emergency Management Act & Regulations

Ministerial Order

EM Bylaws

Municipal Emergency Plan

Partnership Agreement

Town

Village

MD

Joint Committee  
Emergency Advisory Committee

Partner

Partner

Partner

Partner

Partner

Partner

Partner

Emergency Management Agency

**Pincher Creek Regional Emergency Management Organization  
Emergency Management Agency**

**2019 Work Plan**

**March 2019:**

- **EMA:** meeting
- Identify training gaps

**April:**

- CAOs & DEM devise Bylaw update plan
- Initial Grant Research
- **EAC:** meeting, provide direction on Bylaw
- Prioritize, schedule courses

**May:**

- Trade Show (May 3-4) Emergency Preparedness Week (May 5-11)
- **EMA:** meeting, review MEP, finalize EPW plans (May 6)
- Emergency Social Services Exercise (May 7)
- CAOs & DEM draft Bylaw (May 7-17)
- Individual / Small Group Training
- **EAC:** meeting, draft Bylaw feedback (May 29)

**June:**

- CAOs & DEM revise draft Bylaw based on EAC feedback
- Individual / Small Group Training
- Draft 2020 budget prepared
- **EMA:** meeting, edit MEP
- **EAC:** meeting, draft MEP feedback, draft budget feedback, approve proposed Bylaw (late June)

**July:**

- **Councils:** review and adopt Bylaw

**August:**

- Amended 2020 budget
- **EAC:** meeting, approve 2020 budget

**September:**

- Grant application deadlines (typical)
- **EMA:** meeting, finalize MEP
- Individual / Small Group Training

**October:**

- Major All-Hands Exercise
- **EAC:** meeting, approve MEP

**November:**

- **EMA:** meeting
- **Councils:** approve MEP, approve 2020 budget

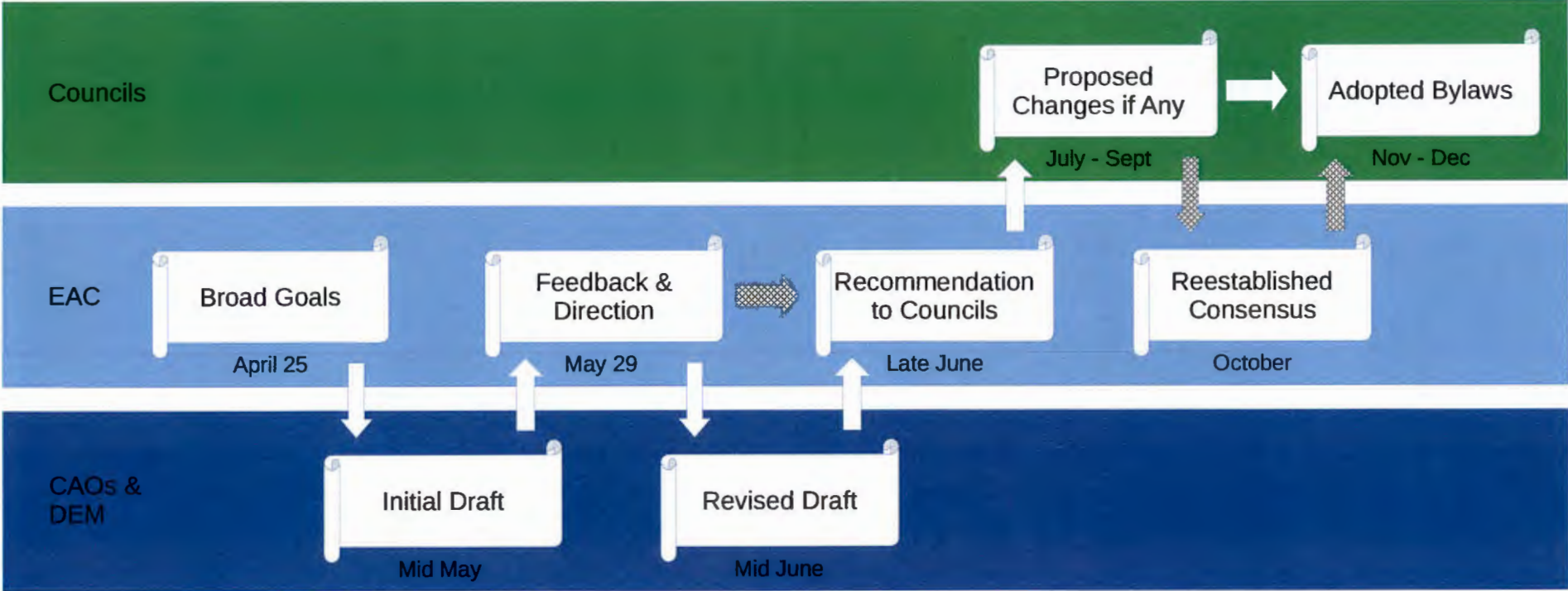
**December:**

**January 2020:**

- **EMA:** meeting
- **EAC:** meeting

# Pincher Creek Regional Emergency Management Organization

## 2019 Bylaw Update Process





**Pincher Creek Regional Emergency Management Organization  
Emergency Management Agency**

**2019 MEP Update  
Major Gaps**

1. LAEMR 4(m)/2014 MEP: emergency social services plan
2. LAEMR 4(c): plan for preparedness
3. LAEMR 4(c)/2014 MEP: plan for recovery activities
4. LAEMR 4(j): training plan
5. LAEMR 4(e): planned exercises
6. LAEMR 4(k): the mechanisms to maintain contact list
7. LAEMR 4(a): administration of the emergency management program
8. LAEMR 4(f): plan for updating the MEP
9. LAEMR 4(g): plan for updating the MEP after an exercise or activation
10. LAEMR 4(l): plan for public communications during exercises [...]
11. Contact Information Update
12. confusion regarding Local EMA and PCREMO EMA
13. 2014 MEP: DEM vs ECC Director Roles
14. 2014 MEP: Flood Plan
15. 2014 MEP: Forest / Wildfire Response Plan
16. 2014 MEP: Reception Centre Plan
17. 2014 MEP: Evacuation Plan
18. Livestock Management Plan
19. 2014 MEP: how to establish the ECC
20. 2014 MEP: Incident Commander Role
21. 2014 MEP: CAO Role
22. 2014 MEP: Environmental Health Role
23. 2014 MEP: Schools Role
24. 2014 MEP: Utility Failure Plan
25. 2014 MEP: Emergency Services Support Plan
26. 2014 MEP: Health Care Centre Support Plan
27. 2014 MEP: Long Term Care Centre Support Plan
28. 2014 MEP: Senior's Home Support Plan
29. 2014 MEP: School Support Plan
30. 2014 MEP: Environmental Health Support Plan
31. 2014 MEP: Morgue Plan
32. 2014 MEP: Pandemic Influenza Plan
33. 2014 MEP: Mutual Aid Agreements
34. 2014 MEP: Dyking Handbook
35. 2014 MEP: Victim Assistance Centre Guidelines



# Administration Guidance Request

<b>TITLE:</b> ATTENDANCE - RMA CONVENTION – FALL 2019			
<b>PREPARED BY:</b> Troy MacCulloch		<b>DATE:</b> May 6, 2019	
<b>DEPARTMENT:</b> Administration			
		<b>ATTACHMENTS:</b>	
<b>Department Supervisor</b>	<b>Date</b>	1. None	
<b>APPROVALS:</b>			
			
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>	<b>Date</b>
			06 May 2019

**REQUEST:**

That Council determine their attendance to the RMA Fall Convention, scheduled for November 12-15, 2019, in Edmonton.

**BACKGROUND:**

The RMA Convention is scheduled for November 12-15, 2019, in Edmonton.

To ensure accommodations are met, Administration is requesting attendance to this event, so that hotel rooms may be booked.

**FINANCIAL IMPLICATIONS:**

Attendance by all Councillors are budgeted annually.



# Administration Guidance Request

<b>TITLE: FURTHER DIRECTION FROM COFFEE WITH COUNCIL SESSION</b>			
<b>PREPARED BY: Troy MacCulloch</b>		<b>DATE: May 6, 2019</b>	
<b>DEPARTMENT: Administration</b>			
		<b>ATTACHMENTS:</b>	
		1. Coffee with Council Notes of April 8, 2019	
<b>Department Supervisor</b>		<b>Date</b>	
<b>APPROVALS:</b>			
			
		07 May, 2019	
<b>Department Director</b>		<b>Date</b>	<b>CAO</b>

**REQUEST:**

That Council determine if further direction to Administration is required from the Coffee with Council session of April 8, 2019.

**BACKGROUND:**

On April 8, 2019, Council attended the Coffee with Council session. 17 members of the public attended, and provided comments, as mentioned in the attached notes.

Is there further direction, or action items, that Council would like to direct Administration to investigate?

**FINANCIAL IMPLICATIONS:**

None at this time.

**Coffee with Council Notes**  
**April 8, 2019**  
**MD Council Chambers**

In attendance:

Reeve Brian Hammond, Councillors Quentin Stevick, Rick Lemire, Bev Everts, and Terry Yagos  
Staff: CAO Troy MacCulloch and Tara Cryderman  
17 members of the public  
1 member of the press

Reeve Brian Hammond opened the meeting. Councillors, as well as the citizens in attendance, then introduced themselves.

Discussions on the following topics followed:

Dust Control

- A question was asked regarding the dust suppression product that the MD uses on the roads, and whether it was environmentally safe.
- The MD uses Ligno Sulfonate, which comes from trees, and is deemed to be environmentally safe.
- The cold mix program, where residents can apply, for a fee, to have a cold mix put on the road, was explained.
- The scheduling of the dust control program was mentioned.
- There is an approximate 60-90 day application coverage of the product, once it has been placed on the road.
- Roads are the #1 priority for the MD.

Organizational Structure

- The administration positions were mentioned.
- All the vacant positions will be filled.
- The Safety Officer position is the only new position.

Development Philosophy within the MD/Wind Development/Transmission Lines

- What is the status of the Municipal Development Plan revisions?
- The Windy Point Wind Park Project was mentioned, specifically with the Alberta Utilities Commission (AUC) Approval Process.
- The Oldman River Regional Services Commission has begun the process to update and revise the MDP. The scope of work is available on the MD website, as part of the March 26, 2019 Council Committee Package.
- Wind Development in the MD was discussed. The MDP threshold to review was discussed.
- The positives of the wind industry to the area was mentioned. Several benefits come from the wind industry to the area. The Town of Pincher Creek has shown demographic changes to the average age of their residents, which some have claimed is due to the jobs available from the wind industry.
- The vision and mission statement were shared.

- The AUC approval process was mentioned, specifically with regards to the Windy Point Wind Farm. A question was asked as to why Council hasn't submitted documentation to the AUC with regards to the Windy Point Wind Park. Council did not deny the development permit, this was denied by the Municipal Planning Commission (MPC). MPC is the development authority, not Council. The Windy Point Wind Park application for their wind farm was in compliance with the provisions set forth in the Land Use Bylaw. It would be challenging to submit documentation to the AUC while an appeal is still in front of the Subdivision and Development Appeal Board with regards to the application.
- Development and subdivision within the province of Ontario was shared by a former resident, who now resides within the Town of Pincher Creek. It was suggested that the municipalities amalgamate and create a strong development plan for the region. Transmission lines, and their adverse effects on health was also shared.
- Wind Development, Subdivision and the future growth of the MD will be addressed within the Strategic Plan.

#### Upcoming Provincial Election

- The importance of the rural communities was mentioned.
- The MD is one of the highest municipalities with conservation easements placed within MD lands.
- The MD does recognize the importance of agricultural land and is protecting its land.

#### Beaver Mines Water & Wastewater Project

- The Request for Proposal (RFP) is on the website. There is mention of a 5 member committee to review the submitted RFPs. The membership of this committee was requested.
- A proposed lagoon site and the approval of two development permits within close proximity of the proposed site was mentioned. What are the regulations regarding this setback and who is the governing body?
- If an additional solution is submitted via the current RFP, will another RFP for an engineering firm be required?
- Council requested two options be investigated further, with information returning to Council at an upcoming Council meeting.

#### Beaver Mines Fire Hall

- An update on the fire hall was requested. This falls under the jurisdiction of the Pincher Creek Emergency Services Commission.
- Will there be an opportunity for a community advisory committee for the fire hall? It was suggested to forward this request to the chairman of the Commission.

With no further questions or comments, Reeve Hammond closed the meeting.